NSSC IT Division

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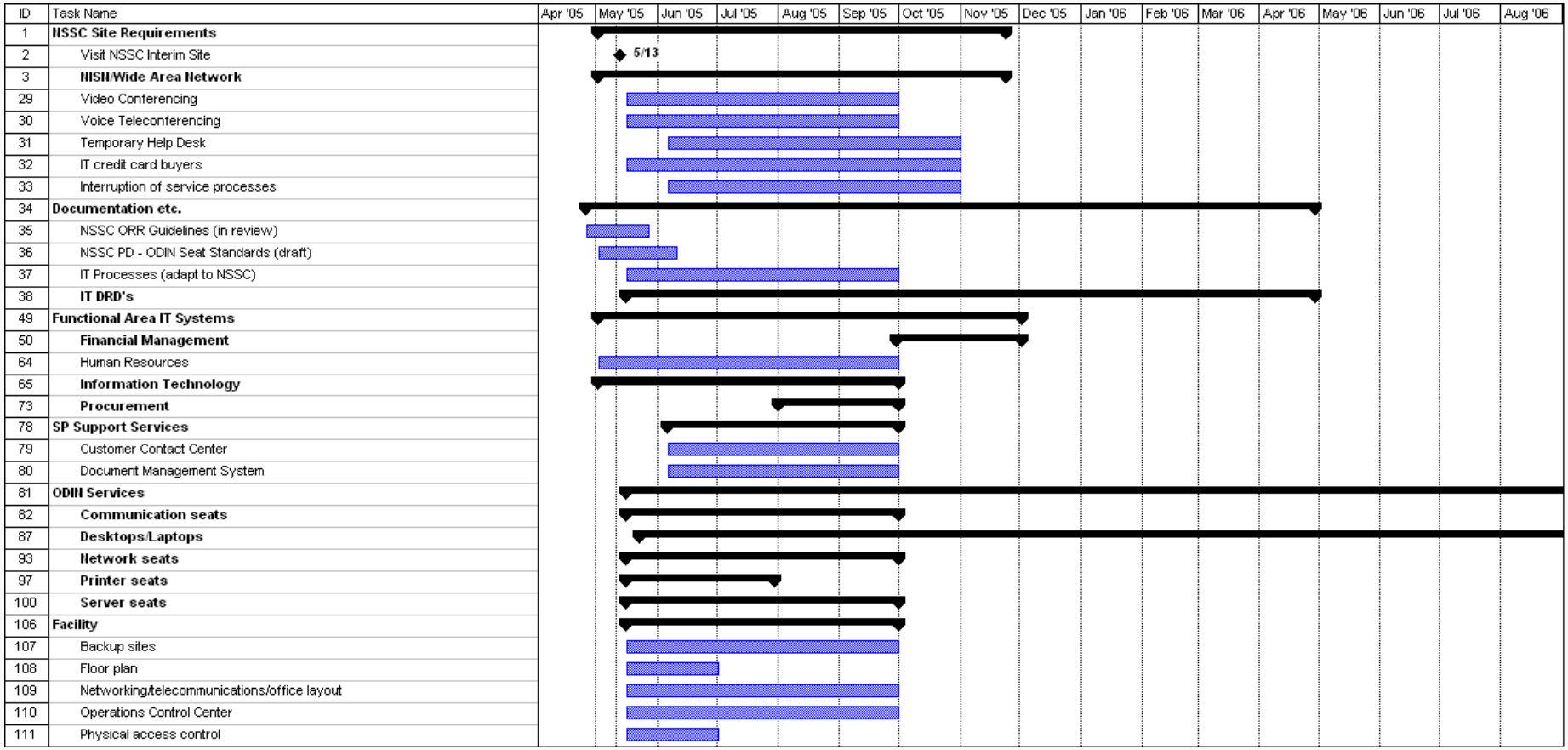
NSSC IT Functional Content

- IT management
  - includes policy development, strategic planning, capital planning, resource management and program/project management
- Technology implementation, systems development and engineering
  - includes software development, engineering and operations support for existing, planned and future NSSC IT systems
- IT security
  - Includes IT security plans, firewalls, vulnerability assessments, incident reporting, patch verification and Public Key Infrastructure
- NASA and Federal Government IT initiatives
  - includes support for e-Gov, Enterprise Architecture
- Oversight of Service Provider IT support services

IT Schedule: May – November 2005

NASA Shared Services Center



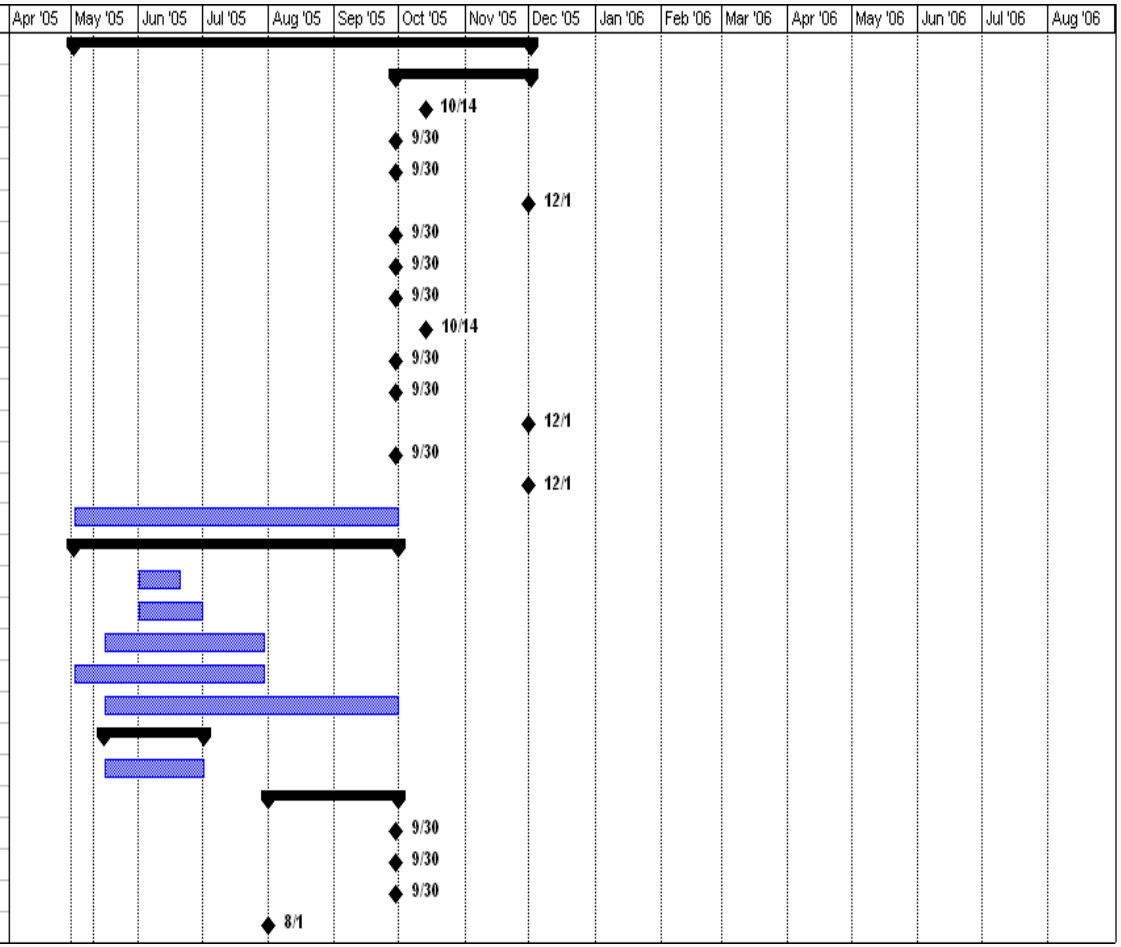
ID	Task Name
1	**NSSC Site Requirements**
2	Visit NSSC Interim Site
3	**NISN/Wide Area Network**
29	Video Conferencing
30	Voice Teleconferencing
31	Temporary Help Desk
32	IT credit card buyers
33	Interruption of service processes
34	**Documentation etc.**
35	NSSC ORR Guidelines (in review)
36	NSSC PD - ODIN Seat Standards (draft)
37	IT Processes (adapt to NSSC)
38	**IT DRD's**
49	**Functional Area IT Systems**
50	**Financial Management**
64	Human Resources
65	**Information Technology**
73	**Procurement**
78	**SP Support Services**
79	Customer Contact Center
80	Document Management System
81	**ODIN Services**
82	**Communication seats**
87	**Desktops/Laptops**
93	**Network seats**
97	**Printer seats**
100	**Server seats**
106	**Facility**
107	Backup sites
108	Floor plan
109	Networking/telecommunications/office layout
110	Operations Control Center
111	Physical access control

Functional Area IT Systems

NASA Shared Services Center

Customer Focused

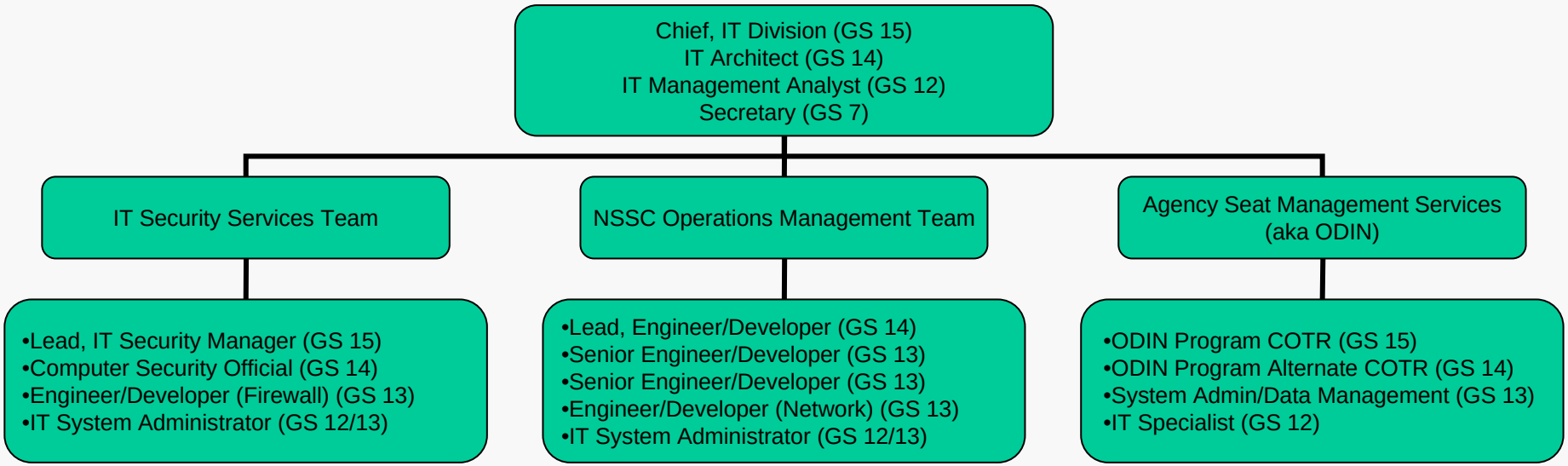
ID	Task Name
49	**Functional Area IT Systems**
50	**Financial Management**
51	3.1 SAP Business Warehouse
52	3.1 Travel Manager
53	3.1 Labor Distribution System
54	3.1 e-Payroll
55	3.1 WebTads
56	3.1 Goals
57	3.1 PACER
58	3.1, 3.2.1 SAP CF
59	3.1.1.1 P'Card
60	3.1.1.1 thru 3.1.2 All systems
61	3.1.3 DataMart
62	3.1.3.1 Scanned Image Storage
63	3.1.4 thru 3.1.5.2 RITA
64	Human Resources
65	**Information Technology**
66	E-Mail
67	Firewall(s)
68	SecureID Tokens
69	Web Services
70	X.500 directory
71	**Applications (not standard load)**
72	MS Project
73	**Procurement**
74	3.3.2 Grant Workload Forecasting System
75	3.3.2.3 Grants Website
76	3.3.3.2 SBIR/STTR Web Site
77	3.3.5.1 NASA Contracting Intern Program (NCIP) Portal



Future transition activities

- **IFM Competency Center: Q1 FY08**
- **Agency Seat Management Services (aka ODIN): Q2 FY08; Q1 FY10**
- **Agency Application Services: Q1 FY08**

NSSC IT Division Organization



Staffing

Job Title	Brief Description of Work/Competencies	# req'd	Desired Grade	Desired On-board date
IT Division Chief	Oversee and manage IT Services functional area	1	GS-15	Jun 05 (3Q05)
Lead Computer Engineer	IT Security Manager – Leads development of IT Security Plans and Policy	1	GS-15	Jun 05 (3Q05)
Lead Computer Scientist	IT Chief Architect – Leads the overall architecting and design of IT Systems for NSSC	1	GS-14	Jun 05 (3Q05)
Lead IT Specialist	IT Lead Eng/Developer – Leads the engineering and development of IT S/W and H/W for NSSC	1	GS-14	Jun 05 (3Q05)
Computer Scientist	IT Computer Security Official – Responsible for implementing IT Security policies for NSSC	1	GS-14	Jun 05 (3Q05)
Computer Scientist	IT Senior Eng/Developer – Support IT Lead Eng/Developer	2	GS-13	Jul 05 (4Q05)
Computer Scientist	IT Network Engineer – Maintains networking components and systems for NSSC	1	GS-13	Jun 05 (3Q05)
Computer Scientist	IT Firewall Engineer – In charge of maintaining the firewalls for NSSC	1	GS-13	Jun 05 (3Q05)
IT Specialist	IT System Administration/Data Management – System administration duties	2	GS-12/13	Jul 05 (4Q05)
IT Specialist	IT Management Specialist – Helps in the overall implementation of H/W and S/W systems	1	GS-11/12	Jun 05 (3Q05)
Secretary	Administrative and Clerical support	1	GS-7/8	Jul 05 (4Q05)

Adding ODIN Project Office Functions in FY 08 - 4 FTE's

Training Requirements

- Required Training
  - Basic IT Security Training - All employees
  - Advanced IT Security Training - System Administrators
  - IT Security Planning and Policy - IT Sec Mngr
  - IT Security for Managers - All supervisors
- Specialty Training
  - Languages - HTML, C, C++, Perl
  - Databases - Oracle, RDBS
  - Networking - LANs, WANs, Wireless
  - System Administration - Windows XP, Unix, OS X
  - IT Security - Intrusion Detection, Firewall, etc.
  - NASA WEB Content Management
- IT Certification
  - System Administration - Windows XP, Unix, OS X, Oracle, etc.
  - IT Security - As required per NPD 2810 and NIST

Process Flows Status

- 31 IT process flows have been drafted, e.g.,
  - NSSC Virus Response And Handling
  - Provisions for Institutionally Funded IT Resources
  - New Employee Services
  - Help Desk Processes: Request Resolution Services
  - NSSC IT Notification Of Systems Outages
- Processes will be adapted to the NSSC over time

Other Activity Status

- **Open action items: none**
- **Risks**
  - **Interim site facility and IT infrastructure**
- **Staffing**
  - **All IT position descriptions have been drafted**

Expectations of Center Transition Teams

- **Continue to support the identification and successful transition of IT systems supporting functional areas**
- **Keep Center CIO's informed of schedules and content, current and changes**
- **Support Center transition team meetings**